



State of Nevada – Department Of Personnel

CLASS SPECIFICATION

<u>TITLE</u>	<u>GRADE</u>	<u>EEO-4</u>	<u>CODE</u>
RADIATION CONTROL SPECIALIST II	35	B	10.524
RADIATION CONTROL SPECIALIST I	32	B	10.528

SERIES CONCEPT

Radiation Control Specialist's inspect and investigate radiation sources and radiation producing devices to measure and evaluate levels of ionizing radiation.

Register x-ray, mammography and other ionizing radiation machines; identify the location of machines and ensure applications for registration are completed; provide forms and explain compliance requirements, rules and regulations; inspect machines, facilities, records, safety equipment and personnel associated with the operation of the machines to determine compliance with applicable Nevada Revised Statutes and Nevada Administrative Code; enforce regulations by identifying violations, and following up with appropriate corrective action.

License the use of radioactive materials; identify and investigate all sources of radiation to determine potential hazards to the public; inspect all individuals, corporations, and organizations licensed by the Health Division to control radioactive materials and ensure compliance with applicable regulations; evaluate applications to use radioactive materials.

Respond to emergencies resulting from accidents involving ionizing radiation; gather information regarding who and what is involved; evaluate the scope of the incidents; direct the placement of barriers and other restrictions to control access to the contaminated area; provide direction and technical advice to responding agencies on the methods and procedures to control and remove radioactive contaminations; determine when a state of emergency no longer exists.

Develop and maintain records, reports and files including registration application and certificates for each radiation machine, inspection reports, investigative reports, correspondence, inspection dates, radioactive material licenses and documentation, and instrument calibration records.

Provide public information and education regarding the licensing and registration of radiation or radioactive materials and x-ray machines; answer questions regarding radioactive materials, ionizing radiation machines, radon gas and section rules and regulations.

Perform related duties as assigned.

CLASS CONCEPTS

Radiation Control Specialist II: Radiation Control Specialist II's perform the full range of duties described in the series concept. Incumbents receive general supervision from the Supervisor, Radiological Health Section through immediate notification of emergencies, review of plans for corrective action and completed work. This is the journey level class in the series.

Radiation Control Specialist I: Radiation Control Specialist I's receive training in the performance of the duties described in the series concept. Incumbents receive direct supervision from the Supervisor, Radiological Health Section as well as technical advice from the Radiation Control Specialist II's. Work is reviewed on an ongoing basis. This is the entry level class in the series.

MINIMUM QUALIFICATIONS

RADIATION CONTROL SPECIALIST II

EDUCATION AND EXPERIENCE: Bachelor's degree in chemistry, math, physics, biology, X-ray technology, nuclear medicine or other closely related field and two years experience in a radiological regulatory capacity or closely related field; **OR** two years experience as a Radiation Control Specialist I in the State of Nevada; **OR** an equivalent combination of education and experience.

ENTRY LEVEL KNOWLEDGE, SKILLS AND ABILITIES (required at time of application):

Knowledge of: the characteristics of ionizing radiation including alpha, beta, neutron and gamma emissions from radioactive materials; X-rays produced by X-ray machines and the use of other forms of ionizing radiation in radiation machines; the theory and method of detection and measurement of radiation; imaging systems and film processors. **Ability to:** perform radiation safety and health physics calculations; *and all knowledge, skills and abilities required at the lower level of the series.*

FULL PERFORMANCE KNOWLEDGE, SKILLS AND ABILITIES (typically acquired on the job):

Knowledge of: the proper techniques for the evaluation of applications to register radiation machines to assure safe and proper use of the radiation machines; the proper requirements and techniques for the licensing of radioactive materials to insure safe and proper use of radioactive materials; section, Division and other state agencies administrative policies and procedures to perform duties in conformance with those policies and procedures. **Ability to:** use a scientific calculator, personal computers and associated software; work independently to complete assignments with minimal direction and within established time frames.

RADIATION CONTROL SPECIALIST I

EDUCATION AND EXPERIENCE: Associate's degree in medical physics, radiology technology, nuclear medicine or closely related field and two years of experience in x-ray technology, nuclear medicine or related radiological field; **OR** an equivalent combination of education and experience.

ENTRY LEVEL KNOWLEDGE, SKILLS AND ABILITIES (required at time of application):

Knowledge of: the characteristics of radiation, the biological effects of radiation both internally and externally and the theory and method of detection and measurement of radiation. **Ability to:** write letters and reports in a clear concise manner and convey information, instructions, and requirements in an understandable fashion; orally explain technical findings and requirements to non-technical persons including licensee or registrant management, Division of Health management and members of the general public; work cooperatively with professional staff and clerical staff, licensees, registrants, and members of the general public.

FULL PERFORMANCE KNOWLEDGE, SKILLS AND ABILITIES (typically acquired on the job):

Knowledge of: health physics and radiation protection practices to ensure a correct assessment of the degree of potential health hazard from radiation during either normal use or in an emergency situation; appropriate actions to minimize or eliminate potential health hazards; the radiation protection standards contained in state and federal laws, rules and regulations; the uses of radiation and the training required of persons to safely use radiation; the methods and equipment used to control, shield, and measure radiation in order to minimize radiation exposure; the proper inspection techniques to determine that a registrant's or licensee's use of ionizing radiation is in compliance with the conditions of their registration or license and state law; the technical terminology, mathematical calculations, and the technical reports written to document inspections. **Ability to:** use radiation detection equipment, both portable and laboratory, for radiation survey and analysis.

This class specification is used for classification, recruitment and examination purposes. It is not to be considered a substitute for work performance standards for positions assigned to this class.

ESTABLISHED:	<u>10.524</u> 6/29/73	<u>10.528</u> 6/29/73
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